

**MINUTES OF THE C WARD COMMITTEE MEETING
HELD IN THE CRAWFORD HOUSE
10 WARDELL ROAD, ALSTONVILLE
ON 11/09/25 AT 5PM**

1. Acknowledgment of Country

In opening the meeting, the Chair provided an Acknowledgement of Country.

2. Attendance and Apologies (including updates/changes in membership)

Members

Cr Simon Chate
Cr Simon Kinny
Cr Therese Crollick
Cr Sharon Cadwallader (Mayor)

Jane Gardiner - Alstonville Plateau Historical Society and Heritage Advisory Ballina
Jeff Cush – Wardell and District Progress Association
Marilyn Perkins - Wollongbar Community Action Network (WCAN)
Malcolm Johnson – Ballina Environment Society and Tuckombil Landcare
Mark Quilligan – LinC Alstonville
Roslyn Potter – Alstonville/Wollongbar Chamber of Commerce
Julia Murphy – Pearces Creek Hall
Zac Convery – Alstonville Agricultural Society Inc

Council Staff

David Kelly – Acting Director Civil Services Division
Joanne Cordery - Executive Support Officer – Civil Services

Observers

Geoff Vidal - Alstonville Rotary Club

Apologies

Eoin Johnston – Rous Mill Ratepayers Association (Eoin Johnston advised by email of his resignation from the Committee.)
Josh Seage - Wollongbar Community Action Network (WCAN)
Natalie Young – Alstonville Community Preschool
Simon Winfield – Pearces Creek Hall
Wayne Garrard - Alstonville and District Cricket Association

The Committee thanked Eoin Johnston and John Truman for their contributions to the C Ward Committee.

3. Declarations of Interest

Nil

4. Presentations

Nil

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5. Confirmation of Minutes

RECOMMENDATION

The Committee confirmed the Minutes of the C Ward Committee Meeting held on Thursday 10 July 2025.

6. Business Arising from Minutes

6.1 Business Arising from Minutes of 10 July 2025 - Business With Notice - Alstonville Community Preschool - Car Park at Crawford Park / Alstonville Preschool

The information contained in the agenda was noted.

6.2 Business Arising from Minutes of 10 July 2025 - Business with Notice - Alstonville Community Preschool - Wollongbar Community Preschool Carpark

The information contained in the agenda was noted.

Marilyn Perkins advised that there was still an area that required attention and would provide an email with photos.

When the information is received, a customer request will be created and staff will inspect the area and advise if any further action can be taken.

6.3 Business Arising from Minutes of 10 July 2025 - Cr Crollick - Trees Overhanging Lismore Road

The information contained in the agenda was noted.

6.4 Business Arising from Minutes of 10 July 2025 - Business Without Notice - Cr Crollick - Fig Tree - Paddy Bugden Memorial

The information contained in the agenda was noted.

Cr Crollick will contact the Manager of Open Spaces and request further assessment of the tree, as it is suggested that the tree is impacting on the memorial causing major damage.

Mark Quilligan mentioned that the Department of Veteran affairs may be able to provide funding for repairs – to be confirmed.

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6.5 Business Arising from Minutes of 10 July 2025 - Alstonville Plateau Historical Society - Tidy Towns Signage

The information contained in the agenda was noted.

The Committee would like to see the signs installed in Freeborn Park prior to the Christmas period. Cr Crollick advised she would lodge a Notice of Motion

6.6 Business Arising from Minutes of 10 July 2025 - Tuckombil Landcare - Bulwinkle Park - Toilet Replacement

The information contained in the agenda was noted.

6.7 Business Arising from Minutes of 10 July 2025 - Jeff Cush - Wardell and District Progress Association - Patches Beach - Boundary Creek Barrier

The information contained in the agenda was noted.

A request for staff to further inspect the barrier at Boundary Creek was requested.

Action: Staff to inspect the barrier at Boundary Creek, Patches Beach.

7. General Business

Nil Items

8. Business With Notice

8.1 Business With Notice - Alstonville/Wollongbar Chamber of Commerce - Parking Daley Street Alstonville

For September C ward meeting agenda please. Following up for Dr Kieran McNamara on the chamber's historical proposal to the traffic committee regarding -

- a) make the spaces in Daley St 2 hours as per Main St
- b) turn the space on Main St side into a loading zone.

Staff Comment

The Local Traffic Committee has no record of a request from the Alstonville Chamber for either 2 hour timed parking on the south-western side of Daley Street, or for conversion of parking spaces on the north-eastern side of Daley Street to a loading zone.

Council staff (including the traffic engineer) met with members of the Alstonville Chamber of Commerce on 10 May 2023.

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As an action from this meeting the Chamber was to discuss options for location of a loading zone internally and submit a request to the Local Traffic Committee. This request has never been received and no site for loading zone has been nominated.

The reason for this approach is because it is our experience consensus amongst businesses regarding the location of a loading zone is difficult to achieve once the advantages and disadvantages, including the reduction in parking capacity, are considered.

At the same meeting, Chamber representatives raised the issue of the number of accessible parking spaces in Alstonville CBD. The Road Safety Officer reported that sites in the public carpark off Commercial Road, Main Street (near The Avenue) and Daley Street were being reviewed and costed by design engineers. Since this meeting, additional accessible parking spaces have been installed in the public carpark off Commercial Road and on Main Street (near The Avenue). The accessible parking option on Daley Street has not proceeded at this time due to prohibitive cost, and the nature and extent of works to deliver an accessible parking space compliant with Standards at this location.

Representatives of the Chamber also requested more compliance on timed parking by Parking Rangers. The rangers subsequently advised 2 hour timed parking is inefficient to enforce in isolation at this location because the CBD is too small to justify retaining the resource for the period of time required to undertake the compliance. The alternative is to assess the zone and return later, however this is not ideal from a process perspective and involves redundant or inefficient travel time. The advise is that if parking was converted to 1 hour-timed parking compliance action would likely be more effective

The information contained in the agenda was noted.

8.2 Business With Notice - Alstonville Plateau Historical Society - Request to Reinstate Crawford House Museum Street Sign

The removal of the Crawford house museum street sign from the Wardell Road street pole. We would like it reinstated.

Staff Comment

This request has previously been raised as a CRM 25/153436 and the sign is on order.

Once the sign arrives, it will be installed directly opposite the museum ie. not at Wardell Road, as that is on a tourist route 28 and only needs to be signed at the location.

The information contained in the agenda was noted, However the Committee would like clarification of where the sign will be located and why it cannot be installed in the previous location. Jane Gardiner also asked if the sign could be attached to the Summerland House sign in the park.

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9. Business Without Notice

9.1 Wollongbar Hall - Request for Mowing

Marilyn Perkins advised that the Childcare staff are parking on the grassy area near the hall and the area is not being mown.

Cr Cadwallader asked if Council staff could contact the Childcare centre and advise them what day mowing takes place so they can park their cars elsewhere.

Action: Staff to contact the childcare centre and advise of the mowing schedule.

9.2 Wollongbar Hall - Repairs

Marilyn Perkins asked about the repairs for the Wollongbar Hall and when they would be undertaken.

Cr Cadwallader suggested a meeting be organised with Council Staff to discuss.

Action: A request for Staff to contact the Hall members and arrange a meeting to discuss the schedule for repairs to be undertaken.

9.3 Wollongbar District Park

Mark Quilligan commented that the Wollongbar District Park was a real asset to the community.

9.4 Wardell Hall - Light Up

Jeff Cush advised that the Light Up the Hall event at Wardell Hall was going to take place in the first week in December. This is a Christmas event for families and is free of charge.

9.5 Alstonville/Wollongbar Rural Fire Brigade

Malcolm Johnson thanked the Council for the donation of \$1000.00, they intend to use the donation for a wheelchair accessible toilet.

Malcolm also advised that they are also holding a fundraising plant sale at the plaza on 27 September.

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9.6 Richmond Landcare

Malcolm Johnson advised that they have postponed the tree planting at Teven until March/April 2026.

Malcolm asked if Council could provide a policy regarding environmental activities on Council managed land

Cr Cadwallader and Cr Chate advised that this was not something that Council could provide.

9.7 Crawford House Maintenance

Jane Gardiner asked if Council could provide a timeline of when repairs to Crawford House would take place, especially the repair of the leaking windows.

Cr Cadwallader suggested a meeting be arranged with Council staff to discuss.

Action: Council staff to contact Jane Gardiner and organise a meeting to discuss repairs and timing (not to clash with museum events).

9.8 Wardell Sport and Recreation Club

Cr Cadwallader commented that she has a Mayoral minute on the Wardell Sports and Recreation Club in the agenda for the September Ordinary meeting.

10. Council Documents on Exhibition

10.1 Council Documents on Exhibition

The list of Council documents available for public comment was noted.

11. Next Meeting/Future meeting Dates

The next meeting is scheduled to be held on Thursday 13 November 2025 at 5pm.

It was noted that Cr Crollick will be the Chair for the meetings from November 2025 to September 2026. The Committee thanked Cr Chate for his service.

MEETING CLOSURE

6.40pm